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Assistant Director for Operations

6 August 1953

Chief, Foreign Documents Division

FDD's Need for a Table of Organization

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1. Exploitation

Requirements served on FDD by the offices of CIA and the IAC agencies have been increasingly heavy over the past year and demands are continuing in volume far in excess of the capabilities of this Division to meet them with its complement of personnel. A subcommittee on NSCID-16 is now examining the whole field of exploitation of foreign language publications and it is apparent that an astonishing number of gaps exist in information badly needed for intelligence purposes which FDD should fill under that Directive. The demands for documentary research in depth resulting in collations and compilations in answer to specific studies of consumer offices for national estimates are increasingly heavy, and we are informed by consumers that we must be prepared for more of this type of support in the future. This technique requires much more effort in man hours than straight reporting but provides more useful reports to the intelligence offices. Approximately 40 such projects are currently in process as against 8 one year ago. Exploitation of the press has been appreciably reduced in order to meet this demand which carries the highest priority. As of 30 June 1953 [] and in spite of [] hours of overtime during FY 1953 to meet the most urgent requirements of consumers, the Division has not been able to keep abreast of such demands.

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2. Classified Translation and Abstracting Services

All requesting CIA offices ^{have} carefully reviewed their needs for classified translation service during the past year in order to keep their demands within the most important material. During Fiscal 1953, 59,894 pages were submitted for classified translation service. In addition, 41,634 pages of covert documents were abstracted for the intelligence offices. The current backlog in classified translation is 26,000 pages. [] linguists are available for these services. We have asked CIA offices to provide us with estimates for their needs for Fiscal 1954. They have submitted their best estimates, but frankly admit that they may be as much as 20% low. The estimates submitted amount to 62,800 pages. Estimates for Fiscal 1954 on covert documents for abstracting is 45,000 pages. Due to the importance of filling the gaps in information on Communist China

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FDD surveyed the holdings of U.S. universities for economic material on that country. The survey now discloses that 8 to 10 thousand pages of that material must be exploited by FDD against economic requirements.

3. With a strength [] we believe that FDD can meet the urgent exploitation requirements of the consumer offices, provide a reasonable coverage of foreign language publications in current exploitation and meet the demands of consumer offices for classified translation and abstracting services.

J. J. BAGNALL